

Job Opening

Personnel Request No:	12424	Positions Available:	1
Opening Date:	8/24/16	Closing Date:	Until Filled

Position:	Airport Maintenance Manager	Union:	Non-Union
Department:	Port Control-VMB	Work Location:	Cleveland Hopkins International Airport
Salary Range:	\$26,273.94 – \$92,066.21	Week/Shift:	M-F / First
<i>Civil Service Classification: Airport Maintenance Manager</i>		FLSA Designation:	Exempt

REQUIREMENT

- Must successfully complete a Transportation Security Administration (TSA) 10 year fingerprint-based Criminal History Records Check and employment background check and Security Threat Assessment.
- Must be able to pass a pre-employment physical and drug test.

Civil Service Duty Statement

Under administrative direction, plans, organizes, and supervises overall maintenance and repair activities of airport buildings, facilities, vehicles, and grounds. Supervises preparation of maintenance contracts. Coordinates marking operations for landslide pavements. Coordinates maintenance operations with operations performed by other departments. Coordinates and schedules job activities with outside contractor work. Performs other job-related duty as required.

Civil Service Minimum Qualifications

A High School Diploma or GED is required. One year of full time paid managerial experience as well as five years of full time paid heavy duty mechanic experience is required. Must possess a technical school degree and/or a Diesel Technician Certification. Must be computer literate and be able to handle heavy duty tools. The ability to work long hours during bad weather is preferred. Must be computer literate and must have knowledge of maintenance equipment related to the job responsibility. Effective leadership skills required. Proficient oral, presentation, and written manuals required. Must possess good organizational skills and the ability to manage a large staff at a 24-hour, 7-day a week facility. Proficient analytical and problem-solving skills required. Proficient project-management skills preferred. Must be able to lift and carry 25 pounds.

Scope of Oversight: Vehicle Maintenance Building

Cleveland Airport System employs 400+ employees.

Please submit responses to: recruitment@clevelandairport.com.

All applications submitted must identify the Personnel Request Number for this position in the subject line of the email.